佐世保基地空席広報		広報番号: Announcement No.		2007-BCO-SA		
VACANCY ANNOUNCEMENT		节先经 加口		Cut Off: 1/25/07 Cut Off: 2/8/07		
VACANCI ANNOUNCEMENT		募集締切日: Closing Date		cut OH: 2/8/0/ ks after 2 nd cut off		
		Closing Date		until filled		
		発行日: Date of Issue		1/5/2007		
1.職種名 Job title (等級 Grade 6 /語学等級 LAD 3)	募集人数	4.募集範囲 Area	of Considera	ation		
Engineering Technician (Electronic) # 384	No. of	図現MLC/IHA				
エンジニアリング専門職 (電子) Recruitment		Current MLC/IHA Employee within Activity				
受諾可能な下位等級 Acceptable Trainee Level: 1-5		☑ 現 MLC/IHA 従業員(通勤圏内) Current MLC/IHA Employee in commuting distance				
□ 国际系 □ 日本 □ 日		図 現 MLC/IHA 従業員(全在日米軍)				
Administrative Blue Collar Trade Security Medical		Current MLC/IHA				
2.部隊 Activity:		☑ 外部 Off Base Applicant				
NAVCOMTELSTA Far East	(提出先等2ページ目参照, See 2 nd Page)					
Base Level Communications Department Base Communications Office Sasebo (Code N23)		5.雇用の種類 Type of Employment				
勤務場所 Working Place: 佐世保市 平瀬町 Hirase-cho, SASEBO		MLC				
3.勤務時間 Work Schedule (週 40 時間制 hr ww)		☐ IHA ☐ HPT				
勤務日 Work Days: Mon - Fri		☑ 常用 Permanent □ 限定 Limited Term (カ月 Months)				
勤務時間・休憩 Work Hours/Recess Period: 0800-1645 / 1200-1245		□ 限定 Limited	Term (カ月 Months)		
□ 夜勤 Night Shift	Travel					
6.職務内容 Duties: Please see attached sheet.						
7.資格要件/身体条件 Qualification/Physical Requirements						
a. One year of specialized technical or administrative work experience equiva field.	alent at 1-5 leve	el in the related work	OR Masters	degree in a related		
b. Knowledge of Telecommunications Outside Plant and Telephone/PBX ins	tallation, upgra	ding, and applicable t	echnical dir	ectives in the		
Electronic field.						
c. Skill in operating Computer Aided Designing (CAD), Visio/ Volo view an	d personal com	puter using Windows	Operating S	Systems and Microsoft		
Office Programs. d. Skill in operating an ordinary vehicle to transport materials, equipment and	l personnel, and	d to move to assigned	work areas	as required.		
e. Ability to climb vertically 6 meters+, having no fear of height.						
f. Ability to descend vertically to underground vaults, having no fear of confined space.						
g. Ability to lift material up to 25 kilograms. h. Ability to speak, read, and write English at fluent proficiency level (LAD-3).						
i. Ability to work closely with co-workers, maintenance technicians, GOJ representatives, and commercial service providers.						
j. Must not be colorblind.						
k. Must possess ordinary driver's license.						
* An applicant who does not fully meet the qualifications stated above may be considered at a lower grade level (Grade 1-5) as follows:						
a. One year of clerical, technical, or administrative work experience equivalent at 1-4 level in the related work. If applicant does not have such						
work experience, completion of 4-years college/university in a related field may qualify him/her at 1-5 level. b., c., d., e., f., and g are the same as in Grade-6.						
h. Ability to speak, read, and write English at average proficiency level (LAD-2).						
i., j., and k are same as in Grade-6.						
*Handicapped applicants may be accepted, depending on the degree and kind of disability.						
英語力 English Language Proficiency: □必要なし None □初級 Basic □中級 Intermediate 図上級 Advanced □特段の能力 Exceptional						
学歴 Educational Background: See block 7 免許証/修了証 License/Certificate Required: 7/8 欄参照 See blocks 7 & 8						
8.提出するもの Application and Associated Documents				職務状況 Working Condition		
図 空席応募用紙 Application for Vacancy Announcement	" orking Condition					
(□ 日本語で Japanese ⊠ 英語で English □ どちらでも Either)						
図 専門職務経歴書 Resume of Specialized Work Experience (上記と同じ言語で, Same language as above)						
図 運転免許証の写し Copy of Driver's License						
□ 修了証/証明書の写し Copy of Certificate						
図 資格を満たす英語力を証明する LAD の写し Copy of LAD certifying the required English level. * (注)						
図 80 円切手を貼付し、応募者の郵便番号·住所·氏名を書いた返信用封筒 (12cm x 23.5cm)						
12cm x 23.5cm Envelope with Applicant's Zip Code, Address, Name and a 80 yen stamp (MPS is unacceptable.)						

問い合せ先 for Job Inquiries	提出先 Office to Submit	事務処理欄 For Official Use
◎担当部署/担当者名 Office/POC	〒 857-0056 佐世保市平瀬町	PD No.: NCTSFE-N23-012
BCO SASEBO/ Ms. Ikeda	米海軍佐世保基地民間人人事部雇用課 Hirase-cho, Sasebo City COMNAVFORJAPAN, HRO Sasebo Satellite Office	PD is accurate and current. Certified by Activity: my, 12/5/07
*** 0956-50-3200 (内線/ DSN 252-3200)	MLC/IHA Employment Branch, Bldg# PW47 (受付時間 Customer Service Hours: 0800 – 1600) 2 0956-50-3656 (DSN: 252-3656)	HRO: N136E

外部応募者申込先 Place to Apply for Off-base Applicants

佐世保公共職業安定所 佐世保市稲荷町 2 — 3 0 電話: 0956-34-8609

(受付 0900-1100, 1300-1600 Web Site: http://www.hellowork.go.jp/)

又はオンライン申し込み (駐留軍等労働者労務管理機構 Web Site: http://www.lmo.go.jp/recruitment/)

Sasebo Public Employment Security Office "HELLO WORK": 2-30 Inari-cho, Sasebo

Phone: 0956-34-8609 (Service Hour: 0900-1100, 1300-1600 Web Site: http://www.hellowork.go.jp/)

On-line application request is possible. (Web site: http://www.lmo.go.jp/recruitment/)

外部応募者申込書類提出先 Place to Submit Applications for Off-base Applicants

独立行政法人 駐留軍等労働者労務管理機構 佐世保支部

〒 857-0056 佐世保市平瀬町 3-1 (電話:0956-23-7191 FAX:0956-23-9229)

受付時間:午前9時~午後5時;月曜日~金曜日(祭日を除く)

Labor Management Organization, Sasebo Branch: 3-1 Hirase-cho, Sasebo (Phone: 0956-23-7191 FAX: 0956-23-9229)

Open from 0900 to 1700 hours. Monday through Friday (except Holidays)

応募要項を満たしていない場合、選考の対象になりません。Incomplete applications will not be considered.

提出された応募書類はお返ししません Submitted applications will not be returned.

* (注) 資格を満たす LAD 以上の証明書のコピーを持たない場合でも、それと同等以上の英語の能力を持っていると応募用紙に自己申告することによって応募資格があるとみなす。Applicants are qualified as self-certifying the required English ability on the application without LAD certification. 募集締切日必着です。Eメールやファックスでの応募書類は受付できません。Applications must be received by the closing date of the Vacancy Announcement. Emailed and Faxed applications will not be accepted.

Duties

- Provides engineering solutions and technical evaluation for telecommunications equipment 1. upgrades and replacements, Military Construction (MILCON) projects, Government of Japan Facility Improvement Projects (GOJ-FIP), locally generated Building Upgrade projects, OSP Cable upgrades and expansions, and Building Cable/Wire Management Systems. Initiates project from Telecommunications Service Request (TSR) or tasking from Division Manager. Performs on-site survey to determine level of service, material and equipment required to provide service, availability of inside and outside cable plant to facilitate connectivity, and Government or commercial service provider options. Prepares a consolidated list of material (CLOM) required for installation or modification of service. Develops Statements of Work utilizing ANSI/TIA/EIA Standards, National Electric Code (NEC), and DoD Technical Standards to provide sufficient, specific details to allow for efficient and exacting installation, to include detailed drawings, diagrams and sketches. Coordinate with government logistical personnel and commercial vendors to gather cost estimates for material, equipment, and government and non-government provided services. Generates Independent Government Cost Estimate (IGCE) for each project. Assists installation/modification effort by providing technical guidance and physical assistance to switching technicians and outside plant (OSP) technicians during on-site work activity. Develops and updates the OSP cable and manhole drawings using the Computer Assisted Drawing (AutoCAD.)
- 2. Receives, reviews and verifies Telephone Service Requests (TSR) or project-action tasking from Division Manager. Determines service requirements, scope of work, and feasibility working in coordination with requesting customer. Prepares required project management reports and requests. Develops funding requirements for submission to Division Manager. Coordinates with customer for funds transfer to NCTSFE and assists customer in arranging for payment of non-government services. Working with Division Manager, clarifies questions in regards to project progress and prepares responses to inquiries or concerns generated by DISA, SPAWAR, NCTAMSPAC, NCTSFE, US Army Corps of Engineers, local commands and local Public Works Offices concerning allied support, host base support, or requesting agency support.
- 3. Responds in support of BCO technicians to assist in emergency service restoration during times of outage of telecommunications systems including customer premise equipment (CPE), ISP and OSP optical fiber and copper cable, installation and disconnection of commercial-leased service. Functions as a U.S. Government Quality Assurance Evaluator on Navy contractor installation projects; participates in GOJ-FIP inspection of completed projects.
- 4. Provides training to telephone switching technicians, OSP installer technicians, and cable splicing technicians in state-of-the-art systems and equipment installation, modification and repair techniques. Translates test equipment manufacturer's technical manuals from English to Japanese for use by BCO technicians.
- 5. Coordinates, negotiates, and prepares correspondence to local and CONUS-based commercial vendors, contractors, and local communications carriers NTT, KDDI, Japan Telecom IDC, TTNet-PoweredComm, and other service and equipment contractors and providers as required. Provides regular status reports. Participates in meeting with contracting officers, host-base Public Works Office, tenant commands, and NCTSFE/BCO officers.
- 6. Operates ordinary vehicle to transport materials, equipment, personnel and to move to assigned work areas of Sasebo, Hario Village Housing area, Harioshima Ordinance, Akasaki, Maebata Ordinance, Iorizaki, Sakibe, Yokose or any other location, as required.
- 7. Performs other related or incidental duties as assigned.